



## MINUTES OF FULL COUNCIL MEETING OF ALDBOROUGH AND THURGARTON PARISH COUNCIL

Held on Thursday Monday 6<sup>th</sup> March 2023 at 7pm in the Church Rooms

**Present:** Cllr. P. Chapman (Chairman), Cllr R. Gadsby (Vice-Chair), Cllr. B. Botwright, Cllr. T. Gibbons

Also in attendance: Mrs. S. Hayden (Locum Clerk)  
16 members of the public

1. To receive apologies for absence – Cllr R Hill, Cllr. S Penfold, Cllr. J Toye and Clerk
2. Declarations of interest and any dispensations of disclosable pecuniary interests – none declared.

### 3. Public Participation

Members of the public raised the following matters.

1. The Community Centre were looking at holding a Coronation Celebration
2. Thank you for publishing the Agenda, but could the minutes be posted in the shop and Community Centre?
3. In the Agenda, the item 9.1 Playground Fence noted “hedge or trees” and in the draft Minutes of the January meeting, item 9.1 noted “box hedge”. Could this be consistent as it caused confusion.
4. Referring to draft Minutes of the January meeting – item 3 referring to the trees on the Green. Could the Parish Council note that the wildlife management group looked after the pond only and not the trees on the Green, which were the responsibility of the Parish Council.
5. At the January meeting regarding speeding a speed bump was suggested, but this was not noted in the minutes.
6. The seats on the Green still needed maintenance and there was a hole in the grass near the telephone box – what is the up to date situation on these? The Chairman replied that although a contractor had been instructed for some seats, they had not been refurbished. The hole was discussed and would be checked.
7. There seemed to be a delay in publishing the draft minutes after a meeting. The Chairman agreed that would be improved.  
Could the financial documents of each meeting be published on the website? The Chairman agreed that would be done.  
Concerning the Fayre - A meeting between the Council and Fayre organisers would be arranged.  
A query was raised on the setting of the precept. The Chairman confirmed the procedure taken at the time and that it was correctly voted on.  
The possibility of a grant for the proposed hedge at the play area was mentioned.  
Why does the Parish Council increase the precept and not use capital? The Chairman explained the reason and amount of working capital that should be held and also that earmarked reserves were held as shown in the Budget.
8. The emptying of dog bins was discussed – weekly in summer and fortnightly in winter

9. Election costs were discussed and how they were budgeted for – a query on these was handed to the Parish Council. The Clerk would be asked to reply.

4. To approve the Minutes of Meeting held on 9<sup>th</sup> January 2023 and matters arising from those minutes

The minutes were amended to remove “box” from item 9.1. They were then approved and signed by the Chairman. There were no matters arising.

5. Any Reports from County or District Councillor

The County and District Councillors were not in attendance.

6. Finance and Regulatory

6.1 To receive balance sheet and report on bank reconciliation.

6.2 To receive current invoices and agree payment

6.3 To receive late invoices and agree payment

Cllr. Gibbons was in possession of bank statements, which were confirmed to be in order. All matters in Item 6 was held over until the next meeting as no other financial information was available due to the absence of the Clerk.

7. The Green

7.1 Wildlife Area Management Committee

Cllr. Gadsby delivered a report from the Wildlife Area Sub Committee ~~reported that the~~ and made the following suggestions:

1. The sign/information form was ready to be made. The Clerk had the invoice and as soon as that was paid, it would be made.
2. The reeds had been removed and they would review egress from the pond
3. The pond edges had been revealed.
4. Installation of a level marker – it had been agreed that Cllr. Gadsby would obtain an estimate of the cost, which was £150. £100 had been earmarked, but £50 would be needed from capital. It was felt that it may not be necessary, and the Clerk would be asked to check with the insurers again that it was needed.
5. Provision for reach pole – this was discussed, and it was agreed that it was not needed as it was quicker to wade in to reach anyone that to go and fetch a pole, as the pond was only two feet deep.
6. A risk assessment for volunteers would be provided.

Summing up: The Sub Committee believed items 3, 4 and 5 in the Risk Assessment were not necessary, although Cllr Gadsby highlighted that in a discussion with the Clerk before the meeting, she had been told this was unacceptable as it had been laid down by the insurance company.

A map was produced showing where the wildflower meadow had possibly extended to in 2013, which was larger than the current area. It was asked if the original area could be reverted to. Clerk to revert to insurance company once again for another confirmation of insurance requirements.

7.2 Play equipment safety report – to agree actions.

The parts for repairs were all to hand and the repairs would be dealt with around Easter.

7.3 Parking on the Green – to receive an update.

Cllr. Botwright had spoken to residents on this issue. He suggested nose end parking on the area outside the auction site. He would speak to a local resident to get some idea of a price for altering the area to suit. Discussion followed on parking and an electric charging point. Locum clerk to forward recent email from NALC regarding funding for charging points to Chairman and Cllr. Botwright.

7.4 Trees on the Green – to receive an update.

There was a poplar tree that needed surgery and Norfolk County Council had agreed to undertake the work. An email was awaited with further information on the way forward.

7.5 To confirm cost for tree

Cllr. Botwright explained that this item was for the “Elizabeth Tree”. As it was now the end of the planting season and only certain trees were available, he had ordered a Prunus Avium Plena (cherry) with a girth of 12 to 14cm, 3.5 to 4.5 high, with a tree post, etc, needed for planting. This would be £366.99 including VAT, so would be just under the £350 agreed as the VAT could be reclaimed. The price included delivery. The invoice had been sent to the Clerk directly and the tree would arrive three weeks after payment. Cllr. Botwright would consult with a local expert on the site. He read out the proposed wording for a plaque.

Approval proposed and agreed. He agreed to obtain a price for the plaque.

7.6 To discuss any other matters relating to the Green

None

8. Planning

8.1 To discuss and make observations on any applications received

None

Update on:

*CL/22/2960 Land at Chestnut Farm – NNDC decision – not lawful – refused*

*PF/22/2867 The Grange Harmers Lane, Thurgarton – detached garden room - Approved*

*Pf/22/1536 Main barn at Manor Far, Thwaite Road, Aldborough – Partial demolition of redundant barns and conversion to one dwelling – Pending NNDC decision*

*PF/20/0578 – Rectory Farm, Doctors Corner – Replacement livestock units for rearing 1900 pigs, etc – NNDC decision pending*

*PF/22/2134 – Next door to The Red Barn, The Green – Demolition of unsafe semi-detached structure and erection of two storey dwelling – approved*

8.2 To discuss and make observations on any application received after the date of this Agenda

None

8.3 Any other planning matters to discuss

None

9 Parish Matters

9.1 Playground fence – hedge or trees

Agreed to discuss at the Annual Parish Meeting

9.2 Road repairs behind phone box and around the Green – confirm actions.

Cllr. Gibbons reported that she had ordered and dealt with payment for scalplings, which were stored near the Church on a concrete pad. Manor Farm were kindly repairing potholes on the Green and parishioners could repair the potholes outside their properties if they wished.

At this point a member of the public asked if the Village Sign could be maintained as advised by the artist, i.e. beeswax polish. Agreed this should be done.

9.3 Emergency plan – to discuss and agree actions – Cllr. R. Hill to update.

Cllr. Hill had prepared a draft, but as she was not in attendance this item would have to be held over. A member of the public reminded the meeting that a committee meeting should be arranged to finalise the plan.

9.4 Cricket Team protection nets – to discuss and agree any actions

Agreed Cllr. Gadsby would check the position.

9.5 Drainage – Clerk to update.

As the clerk was not in attendance, this item was held over until the next meeting

9.6 20's Plenty Campaign – Cllr. B. Botwright to update.

Cllr. Botwright reported that he had researched this subject and it was not a “quick fix” and would take some time to put into operation, with a lot of regulations to comply with. A request would have to go to Norfolk County Council and needed to be part of their Budget. Discussion followed on resolutions to control speed. White gates were suggested, costs discussed. The

locum Clerk advised that Parish Councils had the power to erect signs on the highway provided they were approved by the Highways Authority. Details of that law to be sent to Cllr. Botwright and the Chairman.

9.7 King's Coronation

As item 3.1 above. The Community Centre had been discussing early plans and hoped to live stream the event on screen and hold a cream teas event. Asked for funding from the Council and would provide a formal request and more details when they were complete to the Clerk.

10. Correspondence

None

11. Any other matters for information only or next Agenda

1. Cllr. Gadsby reported that the Community Centre Committee had met on 10<sup>th</sup> January. The bar area had been refurbished, the hearing loop fitted, skylights repaired, a discussion held about the future of the snooker table and whether it should be removed to enable the room to be used/let to generate more income, a "P" sign fitted for direction to the car park, the wall had been reduced and made safe and the warm hub may continue. The AGM was on March 28<sup>th</sup> at 7pm. There had been a request for a new notice board to face the Green and it was suggested that it could be on the wall of the Community Centre. Suggested that Village Care and the Parish Council contribute to the cost. To be put on the Parish Council next meeting Agenda.

2. The Black Boys had requested consent to hold a music event using the Green on 1<sup>st</sup> August. Details were discussed – to be held over to the next meeting for a decision. Formal request and full information to be sent to the Clerk.

3. Cllr. Gadsby advised that she will issue a village newsletter and welcomed contributions for the Easter issue by 28<sup>th</sup> March 2023

4. A member of the public reported that dog fouling was very bad on the footpaths in the area, in particular BR4 from Margaret Lilley Way and footpaths around the Mill. Discussed. The Locum Clerk advised that the NNDC dog warden could be asked to patrol. Clerk to action.

5. A member of the public advised that the Composting Talk had raised funding to purchase margin plants for the pond and these will be planted on the following Saturday.

6. Cllr. Gibbons advised that District Councillor Toye was holding a networking meeting in the Community Centre the following evening for his parishes and speeding would be on the agenda if anyone wished to attend.

7. Cllr Gibbons advised that there were two spaces on the Parish Council. If anyone was interested in joining, could complete a nomination form for the Election in May.

Next Agenda.

Extending wildflower area on Green

New noticeboard

Consent for Black Boys to hold music event on the Green.

*There being no other business the meeting closed at 8.30pm*

*Next meeting to be agreed, to comply with Election requirements*